



Summer



- Games
- Team Sports
- Fitness, Nutrition & Health
- S.T.E.M.
(Science, Technology, Engineering & Mathematics)
- Literary Arts
- Performing Arts
- Visual Arts
- Service Projects
- Cultural Experiences
- Career Exploration
- Field Trips
- and More

June 18 - August 24, 2018

(July 4 are County Holiday—No Programs)

(All centers operate from 8:30 a.m. to 5 p.m.)

Summer RECQuest is a structured out-of-school time program with an emphasis on fun and creative activities that provide opportunities for developing valuable life skills and making positive social connections. Snacks and lunch will be provided daily. Participants should wear comfortable clothing and footwear.

The Summer RECQuest program is for rising 1st through 6th graders.

Call 703-324-4600, TTY 711, for more information. Register for Summer RECQuest at a community center.

www.fairfaxcounty.gov/neighborhood-community-services

Section 1 — Registration Form Instructions

Summer RECQuest 2018

A separate registration form must be completed for each child.

- **Read and sign the statements in Section 2, RECQuest Policies and Procedures**, concerning Medical Emergencies, Permission to Participate, Photo and Information Release, Behavioral Issues, Liability and Participation.
- **Complete Section 3** by clearly printing participant information in the spaces provided.
- **Read Section 4** and follow the directions for determining your registration fees.
- **Pre-Registration:** Visit your local community center during operating hours to register. All community centers are open Monday - Saturday. Call the community center for specific hours of operation.
- **Registration:** Registration in the program covers all indicated days you've signed-up for. Absences and personal scheduling conflicts are not reimbursable.
- **Payment** is accepted by cash, check, money order, or credit card. **All payments should be made in person at the RECQuest location your child will attend.** Please make checks payable to **Neighborhood and Community Services**.
- **Refunds:** Satisfaction is guaranteed. If you have concerns regarding the recreation program, please contact the recreation staff at your community center.

Please fill out the below information regarding the child's participation in RECQuest Summer program. This information will help staff in the planning of daily RECQuest programs and activities.

	Always	Sometimes	Never
Camp Activities: Child can follow directions well enough to participate in activities from beginning to end.			
Leisure Participation: Child is willing to participate in a variety of new activities.			
Safety: Child has trouble staying with a group and may wander or run off.			
Behavior: Child can manage his/her behavior when he/she becomes frustrated or upset.			
Communication: Child can communicate to staff his/her needs, wants and interests.			

Comments:

Section 2 - RECQuest Policies and Procedures

Eligibility: Children who are residents of Fairfax County or Fairfax City who are currently in grades 1 through 6 may participate. RECQuest is a program for school-age children.

Medical Emergency: In the event I cannot be readily reached in an emergency, the employees of the Fairfax County Department of Neighborhood and Community Services (NCS) have my permission to contact and/ or utilize a rescue squad vehicle or ambulance to transport my child to the nearest hospital. I understand that emergency transport service will be at my expense. ☐ I agree. ☐ I do not agree. (Check one)

Permission: I grant permission for my child to participate in any or all of the programs, special events, walking and bus trips, including swimming, sponsored by NCS.

Permission to Share Information: I give NCS permission to seek out and share information with other Fairfax County agencies, including Fairfax County Public Schools. This information would be used to provide a supportive environment where I/my child can be better served. Please initial here _____ if you Grant Permission.

Photo Release: By signing this form, I give permission for my child (please print name) _____ Or myself _____ (if participant is over 18 years of age) to be photographed and/or videotaped by NCS or the media for use in publicizing NCS programs and services. I also acknowledge that youth registration information provided to NCS is a public record and may be released under the Virginia Freedom of Information Act (VFOIA) unless I, as parent/guardian, specifically request that this information not be released. NCS ☐ may or ☐ may not release my child's registration information.

Information: In accordance with the **Virginia Privacy Protection Act of 1976**, registration information will be used to coordinate NCS activities. I understand that some of the information contained in this form may be released to persons who request such information in accordance with the requirements of the Virginia Freedom of Information Act (VFOIA), *Code of Virginia* §2 2-3705. NCS will not release information that is protected by VFOIA. This includes medical information, anything related to mental or physical well-being, Social Security numbers and letters written to NCS regarding participants or personnel.

Behavioral Issues: If it is determined that the actions of a child might cause injury to other children or NCS staff, NCS reserves the right to deny his/her continuation in the program. If property is destroyed or damaged, the parent/guardian may be required to pay for the damage.

Participation: RECQuest is a structured recreation drop-in program. You may register your child at any time during the program session and choose for your child to participate the entire day or any portion of the day.

The comings and goings of your child is your responsibility. If your child leaves the center for any reason, he or she is no longer the responsibility of NCS.

Parent/Guardian Responsibilities: Transportation to and from the center is the responsibility of the parent/guardian. If you work during the day, you must have back-up transportation arrangements in case of emergency, illness, or disciplinary problems.

Liability: On behalf of my child, I recognize that there are risks inherent to participation in recreational activities and agree to hold harmless the County of Fairfax and the Department of Neighborhood and Community Services, its officers, employees, and volunteers from any and all claims of bodily injury and/or property damage which result from my child's participation in activities sponsored by said department.

I certify that I have read and understand all policies and procedures associated with the operation of the RECQuest program.

Signature of Parent/Guardian: _____ Date: _____

Print Name of Parent/Guardian: _____

Section 3 — Participant Information

A separate form must be completed for each child. Parents/guardians must register their children to be eligible to participate.

Please print carefully:

Community Center: _____

Child's Name: _____

Birth Date: _____ Grade (in Fall): _____ Sex: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Name of Parent/Guardian: _____

E-mail: _____

Cell Phone: _____ Office Phone: _____

Emergency Contact Name: _____

Phone: _____ (Required)

Name of Child's School: _____

☐ Public ☐ Private ☐ Parochial ☐ Home Schooled

Child will be:

☐ Walking ☐ Biking ☐ Transported to program

I give my child permission to walk: _____ (Initial)

Person, other than yourself, who is authorized to pick up
your child: _____

Name: _____

Phone: _____

Other Information:

Allergies: ☐ Bee stings ☐ Insect bites ☐ Foods

Please specify: _____

Does he/she have an EpiPen: ☐ Yes ☐ No

Medications:

Name/Type: _____

For: _____

Restrictions Side Effects: _____

Section 4 — Fees and Payments

NCS has established a sliding scale based on the family's total annual income level and the number of registered children.

Directions:

- ☐ Find your family's total annual income range in the left-hand column and place an "X" in the box.
- ☐ Continue to the right for the appropriate registration fee and place an "X" in the appropriate box. If registering more than two children in the same week, use the "each additional child" fee.
- ☐ Calculate the total fee, register in person, or pre-register by mail or fax. (Payments must be included with registration.)
- ☐ Make checks and money orders payable to NCS. **Visa or Mastercard accepted for payments of \$10 or more. All payments should be made in person at the RECQuest location your child will be attending. Please be sure to request a receipt.**

Income	Week	First Child	Additional Children	Total
\$40,000 or higher	Week # 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/>	\$70.00 /week	\$65.00/week	
	All 10 Weeks <input type="checkbox"/>	\$630.00	\$585.00	
\$28,000 to \$39,999	Week # 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/>	\$60.00/week	\$55.00/week	
	All 10 Weeks <input type="checkbox"/>	\$540.00	\$495.00	
\$17,000 to \$27,999	Week # 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/>	\$40.00/week	\$35.00/week	
	All 10 Weeks <input type="checkbox"/>	\$360.00	\$315.00	
\$16,999 or lower	Week # 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/>	\$30.00/week	\$25.00/week	
	All 10 Weeks <input type="checkbox"/>	\$270.00	\$225.00	
Out of County <input type="checkbox"/>				

Method of Payment:

Check/MO ☐

Cash ☐

MasterCard* ☐

Visa* ☐

**If paying by credit card, applicants must request a credit card form from the RECQuest location your child will be attending.*

To request a fee variance, please consult with the center director.

If paying by check and it's returned, there will be a \$50.00 processing fee.

For NCS Staff Use Only. Parents, Do Not Complete This Section

Week 1 <input type="checkbox"/> Date Rec'd _____ Amt: \$ _____ Ck # _____	Week 6 <input type="checkbox"/> Date Rec'd _____ Amt: \$ _____ Ck # _____
Week 2 <input type="checkbox"/> Date Rec'd _____ Amt: \$ _____ Ck # _____	Week 7 <input type="checkbox"/> Date Rec'd _____ Amt: \$ _____ Ck # _____
Week 3 <input type="checkbox"/> Date Rec'd _____ Amt: \$ _____ Ck # _____	Week 8 <input type="checkbox"/> Date Rec'd _____ Amt: \$ _____ Ck # _____
Week 4 <input type="checkbox"/> Date Rec'd _____ Amt: \$ _____ Ck # _____	Week 9 <input type="checkbox"/> Date Rec'd _____ Amt: \$ _____ Ck # _____
Week 5 <input type="checkbox"/> Date Rec'd _____ Amt: \$ _____ Ck # _____	Week 10 <input type="checkbox"/> Date Rec'd _____ Amt: \$ _____ Ck # _____

Code of Conduct

Children and Parents: Carefully read the RECQuest with your child. Have your child sign the RECQuest. Your signature is also required. A separate center registration form must be completed for each participant.

Participants must:

- Sign in and out on the daily attendance form. You must inform your leader before leaving the RECQuest program.
- Stay in your assigned group, listen to the RECQuest leaders and follow directions carefully.
- Show respect for others in what you do and say.
- Be involved in as many activities each day as possible and encourage others to do the same.
- Try very hard to maintain your self-control even when you are upset—the RECQuest leader will listen.
- Take care of your personal belongings—no pocket knives or harmful weapons allowed.
- Use equipment and supplies appropriately without destruction.
- Play safely and have fun.

Parents must:

- Support the RECQuest staff and work with them to resolve disciplinary issues.
- Understand that the comings and goings of your child are your responsibility.
- Agree to hold harmless the Fairfax County Neighborhood and Community Services, its employees and volunteers once your child has signed out from the program.
- Understand that after the 5 p.m. camp end-time, teens will be able to participate in the teen center until close.
- Make arrangements for your child to be picked up in the event of sickness, uncontrolled behaviors, or other emergency needs.

Termination of Service/Ineligible for Services may occur if:

- The participant's actions cause injury to self, peers, or staff.
- The participant exhibits inappropriate behaviors which may inhibit participation in activities.
- The participant engages in inappropriate use of social media.
- The participant engages in repetitive, aggressive, harmful, or disruptive behavior.
- The participant does not meet the eligibility criteria for the program.

Behavior Guidance and Management:

When a participant is disruptive to the program and other participants, RECQuest staff must take action to resolve the problem. We have trained staff to provide basic behavior interventions. In the management of disruptive and inappropriate behaviors, the following guidelines are used:

- Acknowledge the participant's behavior or distress.
- Assess the reasons for the behavior.
- Counsel the participant about appropriate behavior.
- Use non-aversive measures including: ignoring the behavior; redirecting the behavior; modeling the expected behavior; and, if necessary, removing the participant from the activity or isolating the participant from the group for a short time.
- If staff is unable to effectively and safely manage a participant's disruptive behaviors (self-abusive actions, biting, tantrums, hitting, and destruction of property, etc.), the following actions will be taken: consult with parents and staff concerning the exhibited behavior; design and carry out a behavioral plan to work with the participant; and re-evaluate the situation within a reasonable period of time.
- If the disruptive behavior continues or endangers self, peers or staff, your child's eligibility may be affected. You will be contacted by staff, and your child's eligibility will be discussed. NCS reserves the right to terminate or suspend your child from the program. We appreciate your support as we try to find a solution that will allow your child to continue without incident. The safety of the participants and staff is of paramount concern.

I certify that I have read and I understand the Neighborhood and Community Services' Code of Conduct. I will strive to follow and uphold it, and to maintain a safe and enjoyable RECQuest Summer program for all. I also understand that the RECQuest Summer program is a drop-in program and the comings and goings of participants are the responsibility of the parent.

We, the undersigned, have read and understand the Code of Conduct, and will strive to follow and uphold them, to maintain a safe and enjoyable RECQuest 2018 Summer Program for all.

Signature of Child: _____ Date: _____

Signature of Parent/Guardian: _____ Date: _____

Staffing for RECQuest Centers: Leaders are selected on the basis of skills, knowledge and ability in the areas of arts and crafts, sports and game activities, leadership and resourcefulness. Many individuals are college students or school teachers with educational backgrounds in recreation, elementary education, or a related field of study. The entire staff is trained in the proper implementation of recreation activities, playground safety, leadership techniques, organizational skills, and administrative procedures. Every effort is made to place the best-qualified staff at each community center to ensure a positive recreation experience for the children. A ratio of 1 staff person to 20 participants is an NCS operating standard.

Snack/ Lunch: Snacks and lunch will be provided.

Transportation: Transportation to and from the program is the responsibility of the parent/guardian.

Therapeutic Recreation Inclusion: Does your child have an Individualized Education Program (IEP)? If so, are there specific goals that could be addressed during RECQuest? Contact the center below your child will be attending to discuss these needs further.

(All centers operate from 8:30 a.m. to 5 p.m.)

Locations

Bailey's

Community Center

5920 Summers Lane
Falls Church, VA 22041
703-931-7027, TTY 711
FAX: 703-998-1754

James Lee

Community Center

2855 Annandale Road
Falls Church, VA 22042
703-534-3387, TTY 711
FAX: 703-534-4582

David R. Pinn

Community Center

10225 Zion Drive
Fairfax, VA 22032
703-250-9181, TTY 711
FAX: 703-250-2924

Mott

Community Center

12111 Braddock Road
Fairfax, VA 22030
703-278-8605, TTY 711
FAX: 703-278-8741

Gum Springs

Community Center

8100 Fordson Road
Alexandria, VA 22306
703-360-6088, TTY 711
FAX: 703-360-4682

Southgate

Community Center

12125 Pine Crest Road
Reston, VA 20190
703-860-0676, TTY 711
FAX: 703-860-2512

Huntington

Community Center

5751 Liberty Drive
Alexandria, VA 22303
703-960-1917, TTY 711
FAX: 703-329-3778

Willston

Community Center

6131 Willston Drive
Falls Church, VA 22044
703-536-8943, TTY 711
FAX: 703-532-0743

For Information Call 703-324-4600, TTY 711, Monday through Friday, 8:30 a.m. to 5 p.m.

Neighborhood and Community Services

12011 Government Center Parkway — 10th Floor, Fairfax, Virginia 22035-1115

www.fairfaxcounty.gov/neighborhood-community-services



Fairfax County is committed to nondiscrimination on the basis of disability in all county programs, services and activities. Reasonable accommodations will be provided upon request. For more information, call 703-324-4600, TTY 711.

